

BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date: Wed., November 16, 2005

Division: BOCC

Bulk Item: Yes XX No

Department: Commissioner David Rice, District 4

Staff Contact Person: Tamara Lundstrom

AGENDA ITEM WORDING: Approval to issue a Purchase Order for a 36 month lease with Xerox for a Work Center 2424DN under the Putnam County MAC contract #071736301 for the District 4 BOCC to replace current copier on expiring lease.

ITEM BACKGROUND: Current Xerox DC420 copier lease will expire December 15, 2005.

PREVIOUS RELEVANT BOCC ACTION:

CONTRACT/AGREEMENT CHANGES:**STAFF RECOMMENDATIONS:**

TOTAL COST: \$9,374.76

BUDGETED: Yes XX No

COST TO COUNTY: \$9,374.76

SOURCE OF FUNDS: General Fund (Ad Valorem)

REVENUE PRODUCING: Yes No XX AMOUNT PER MONTH \$260.41 Year \$3,124.92

APPROVED BY: County Atty _____ OMB/Purchasing _____ Risk Management _____

DIVISION DIRECTOR APPROVAL:

David P. Rice *DP Rice*
(David P. Rice, Commissioner) *TZ*

DOCUMENTATION: Included XX Not Required

DISPOSITION:_____

AGENDA ITEM #

CONTRACT SUMMARY

Contract with: Xerox Corp. Contract # Putnam County MAC# 071736301
 Effective Date: December 15, 2005
 Expiration Date: December 15, 2008
 Contract Purpose/Description: Execute lease with Xerox for 36 mo. lease for 2 copiers (WC 2424DN) under Putnam County MAC contract # 071736301 to replace current copiers on expiring lease (Dec. 15, 2005).
 Contract Manager: Tamara Lundstrom 6000 BOCC Dist 4 #15
 (Name) (Ext.) (Department/Stop #)

for BOCC meeting on

Agenda Deadline:

CONTRACT COSTS

Total Dollar Value of Contract: \$ 9,374.76 Current Year Portion: \$ 3,124.92
 Budgeted? Yes ☒ No ☐ Account Codes: 001-00101-530-470
 Grant: \$ 0
 County Match: \$ 0

ADDITIONAL COSTS

Estimated Ongoing Costs: \$ 0 /yr For: _____
 (Not included in dollar value above) (eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW

County Admin	Date In	Changes Needed	Reviewer	Date Out
Division Director	11/1/05	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	D. Frederick	11/1/05
Risk Management	11-2-05	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	M. Slaw	11-2-05
EC	10-31-05	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	A. Anderson	11/1/05
O.M.B./Purchasing	11/2/05	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	S. Smith	11/2

Comments:

THE DOCUMENT COMPANY
XEROX

option 2,
low-end color -
no-fax

Oct 14, 2005
Monroe County
Attn: Tamera

PAMELA J. KUNZ
Sales Agent



Xerox
Authorized
Sales Agent

Budde's Office Supply
Bert Budde - Agent Owner
3216 Flagler Ave.
Key West FL 33040
Ph. (305) 296-6201
Fax (305) 296-3849

Color/Black White

Proposed Equipment: Xerox : WC2424DN Copier/Printer/Scan/
- 24 Prints per minute Color 24prints per minute B/W
Automatic document Feeder Collation
11x17 www.xerox.com

Putnam County MAC:071736301
www.xerox.com

36 Month Fair Market Lease: \$260.41 per month
This includes supplies (Toner) Maintenance also includes 4000 copies per month B/W
4,501 will be billed 0.0199 per copy. Color Copies will be billed at 0.1090

\$9,374.76 36mo.
\$3,124.92 per yr.

MUST BE ON PO:

- Bill To Address
- Ship to Address
- Putnam County Mac Contract:071736301
- WC2424DN
- WM
- WN
- WEL
- DRCINST
- 4,000 copies per month coverage 0.0199 per copy.
- Color Copies will be bill at 0.1090 per copy.
- Full Service: Unlimited (Parts & Labor)
- All Supplies included except Paper & Staples
- 36 Month Fair Market Lease \$260.41 per month
- Training

Total Satisfaction Guarantee: If You are not satisfied with your new Xerox equipment, at your request we will replace it with the same model or one with similar capabilities at no charge to you. This guarantee applies to equipment maintained continuously by Xerox Corporation for 3 years from installation or term lease.

Pamela J Kunz
Xerox Sales Representative
305-296-6201-Office